

State of Vermont

Dept of Buildings & General Svcs
Purchasing & Contract Admin
1078 US Rte 2 - Middlesex
Montpelier VT 05633-7601
USA

CONTRACT



Vendor ID 0000014256
Crystal Rock Bottled Water
DBA Vermont Pure
PO Box 536
Williston VT 05495
USA

Phone #: 800-525-0070

Contract ID 0000000000000000000012896	Page 1 of 3
Contract Dates 04/10/2008 to 04/10/2010	Origin CPS
Description: CPS-BOTTLED DRINKING WATER	Contract Maximum \$9,999,999.99
Buyer Name LaRose,Deborah L	Buyer Phone 828-4635
Contract Status Approved	

Line #	Item ID	Item Desc	UOM	Unit Price	Max Qty	Max Amt
1	9094	BOTTLED DRINKING WATER, 3 GALLON BOTTLE	EA	3.79000	0.00	0.00
2	9095	BOTTLED DRINKING WATER, 5 GALLON BOTTLE	GAL	4.15000	0.00	0.00
3	9096	INITIAL BOTTLE DEPOSIT (AMOUNT TO BE REFUNDED UPON RETURN OF BOTTLE)	EA	5.00000	0.00	0.00
4	9097	HOT & COLD WATER DISPENSER, MONTHLY RENTAL	MO	9.50000	0.00	0.00
5	9098	COLD WATER DISPENSER MONTHLY RENTAL	MO	7.50000	0.00	0.00
6	9100	HAND PUMP FOR BOTTLED DRINKING WATER	EA	16.00000	0.00	0.00
7	9101	BOTTLED DRINKING WATER COOLER, LOST OR DAMAGED	EA	125.00000	0.00	0.00
8	9103	CRYSTAL ROCK BOTTLED WATER PRODUCTS NOT OTHERWISE SPECIFIED	EA	0.00001	0.00	0.00

CONTRACT TERMS AND ADDITIONAL INFORMATION

THIS CONTRACT IS ISSUED IN ACCORDANCE WITH THE STATE OF VERMONT RFP FOR BOTTLED DRINKING WATER ISSUED MARCH 26, 2008 AND VENDOR'S RESPONSE DATED APRIL 9, 2008.

CONTRACT PERIOD: THIS CONTRACT IS A TWO YEAR CONTRACT WITH THE OPTION TO RENEW FOR TWO ADDITIONAL ONE YEAR PERIODS.

SCOPE OF CONTRACT: TO PROVIDE BOTTLED DRINKING WATER AND RENTAL DISPENSERS TO VARIOUS STATE AGENCIES AND POLITICAL SUBDIVISIONS WITHIN VERMONT. CONTRACTOR WILL HOLD A VALID BOTTLE WATER PERMIT ISSUED BY THE VT AGENCY OF NATURAL RESOURCES.

ATTACHMENT: PURCHASING AND CONTRACT ADMINISTRATION TERMS AND CONDITIONS DATED 01/01/2007 ARE ATTACHED AND INCORPORATED AS PART OF THIS CONTRACT.

QUANTITY: QUANTITIES ARE ESTIMATED ONLY BASED ON PRIOR USAGE AND MAY BE INCREASED OR DECREASED TO MEET ACTUAL REQUIREMENTS.

QUALITY: ALL PRODUCTS PROVIDED UNDER THESE AGREEMENTS WILL BE NEW AND UNUSED, UNLESS OTHERWISE STATED. FACTORY SECONDS OR REMANUFACTURED PRODUCTS WILL NOT BE ACCEPTED UNLESS SPECIFICALLY REQUESTED BY THE PURCHASING AGENCY. ALL PRODUCTS PROVIDED BY THE CONTRACTOR MUST MEET ALL FEDERAL, STATE AND LOCAL STANDARDS FOR QUALITY AND SAFETY REQUIREMENTS. PRODUCTS NOT MEETING THESE STANDARDS WILL BE DEEMED UNACCEPTABLE AND RETURNED TO THE CONTRACTOR FOR CREDIT AT NO CHARGE TO THE STATE.

METHOD OF ORDERING: PURCHASE ORDERS MUST BE USED TO ORDER ITEMS AVAILABLE UNDER THIS CONTRACT. IF VERBAL ORDERS ARE GIVEN A CONFIRMING PURCHASE ORDER MUST BE ISSUED.

CANCELLATION: THE STATE SPECIFICALLY RESERVES THE RIGHT TO CANCEL THE CONTRACT OR ANY PORTION THEREOF PROVIDING, IN THE OPINION OF ITS COMMISSIONER OF BUILDINGS AND GENERAL SERVICES, THE SERVICES OR MATERIALS SUPPLIED BY THE CONTRACTOR ARE NOT SATISFACTORY OR CONSISTENT WITH THE TERMS OF THE CONTRACT.

DELIVERY: ALL PRICING INCLUDES F.O.B. DELIVERY TO THE ORDERING FACILITY. NO REQUEST FOR EXTRA DELIVERY COST WILL BE HONORED. LIABILITY FOR PRODUCT DELIVERY REMAINS WITH THE CONTRACTOR UNTIL PROPERLY DELIVERED AND SIGNED FOR IN ACCORDANCE WITH THE DIVISION OF PURCHASING AND CONTRACT ADMINISTRATIONS TERMS AND CONDITIONS. SHIPMENTS SHALL BE SECURELY AND PROPERLY PACKED, ACCORDING TO ACCEPTED COMMERCIAL PRACTICE. DELIVERIES, WHICH DO NOT CONFORM TO THE SPECIFICATIONS OR ARE NOT IN GOOD CONDITION UPON RECEIPT, SHALL BE REPLACED PROMPTLY BY THE CONTRACTOR.

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INVOICING: ALL INVOICES ARE TO BE RENDERED BY THE CONTRACTOR IN DUPLICATE ON THE VENDOR'S STANDARD BILLHEAD AND FORWARDED DIRECTLY TO THE INSTITUTION OR AGENCY ORDERING MATERIALS OR SERVICES. INVOICING WILL BE DIRECTLY TO EACH LOCATION AND WILL BE BILLED ON THE FIRST OF THE MONTH.

DEFAULT: IN CASE OF DEFAULT OF THE CONTRACTOR, THE STATE MAY PROCURE THE MATERIALS OR SUPPLIES FROM OTHER SOURCES AND HOLD THE CONTRACTOR RESPONSIBLE FOR ANY EXCESS COST OCCASIONED THEREBY, PROVIDED, THAT IF PUBLIC NECESSITY REQUIRES THE USE OF MATERIALS OR SUPPLIES NOT CONFORMING TO THE SPECIFICATIONS THEY MAY BE ACCEPTED AND PAYMENT THEREFORE SHALL BE MADE AT A PROPER REDUCTION IN PRICE.

USAGE REPORTING: CONTRACTOR WILL BE REQUIRED TO SUBMIT QUARTERLY PRODUCT SALES REPORTS. THESE REPORTS WILL COVER THE FOLLOWING TIME PERIODS, AND MUST BE SENT TO THE PURCHASING AGENT NO MORE THAN FIFTEEN (15) DAYS AFTER THE END OF THE IDENTIFIED REPORTING PERIOD: EACH REPORT MUST CONTAIN THE FOLLOWING INFORMATION: CONTRACT NUMBER, THE USING DEPARTMENTS ADDRESS, CONTACT NAME AND TELEPHONE NUMBER, PRODUCT ORDERED, QUANTITY ORDERED, QUANTITY SHIPPED, PRICE CHARGED WITH TOTALS FOR EACH PRODUCT FOR EACH REPORT PERIOD.

REPORTING PERIODS: THE FIRST REPORT MUST BE RECEIVED BY THE END FO THE FIRST QUARTER AND QUARTERLY THEREAFTER IN ACCORDANCE WITH THE FOLLOWING SCHEDULE:

- REPORTING PERIOD: JANUARY 1 - MARCH 31 ** REPORT DUE: APRIL 15
- REPORTING PERIOD: APRIL 1 - JUNE 30 ** REPORT DUE: JULY 15
- REPORTING PERIOD: JULY 1 - SEPTEMBER 30 ** REPORT DUE: OCTOBER 15
- REPORTING PERIOD: OCTOBER 1 - DECEMBER 31 ** REPORT DUE: JANUARY 15

PURCHASING CARD: THE STATE IMPLEMENTED A VISA PURCHASING CARD PROGRAM. THE VISA CARD CAN BE USED FOR PURCHASING AND PAYING FOR SMALL DOLLAR, NON-CONTRACT ITEMS WITH A TOTAL VALUE OF \$2,500.00 OR LESS PER TRANSACTION. WHERE APPROPRIATE, THE STATE HAS ELECTED TO USED THE CARD AS A FORM OF PAYMENT FOR ITEMS UNDER CONTRACT. THE VISA PURCHASING CARD CAN BE USED WITH ANY VENDOR THAT ACCEPTS VISA AS FORM OF PAYMENT. THE PURCHASING CARD CAN BE USED TO MAKE PAYMENT ON THIS CONTRACT. THERE WILL BE NO ADDITIONAL DISCOUNT OFFERED WHEN USING THE PURCHASING CARD FOR PAYMENT.

PAYMENTS ARE TO BE SUBMITTED TO THE FOLLOWING REMIT TO ADDRESS:
CRYSTAL ROCK BOTTLED WATER
1050 BUCKINGHAM STREET
P O BOX 10028
WATERTOWN CT 06795-0028

WILLISTON BRANCH OFFICE FAX NUMBER 802-862-8174 - ATTN: JASON MILLER, BRANCH MANAGER

CUSTOMER SATISFACTION SURVEY: TO HELP US UNDERSTAND HOW WE CAN BETTER SERVE YOU, WE ARE INTERESTED IN RECEIVING YOUR COMMENTS REGARDING THE QUALITY OF SERVICE YOU RECEIVED IN YOUR MOST RECENT INTERACTION WITH THE DEPARTMENT OF BUILDINGS & GENERAL SERVICES (BGS). PLEASE COMPLETE THE ON-LINE CUSTOMER COMMENT FORM AT:
http://www.bgs.state.vt.us/forms/bgs_surveys/index.php?type=customer&action=customer

IF YOU HAVE ANY QUESTIONS REGARDING THIS DOCUMENT PLEASE CONTACT:
DEB LaROSE, PURCHASING AGENT, TELEPHONE 802-828-4635, FAX 802-828-2222
E-MAIL deb.larose@state.vt.us

EQUIPMENT: THE COOLERS WILL REMAIN THE PROPERTY OF THE CONTRACTOR AND ARE THE RESPONSIBILITY OF THE VENDOR TO MAINTAIN AND SERVICE ON AN AS NEEDED BASIS. ALL EQUIPMENT SHALL BE CLEAN AND IN GOOD WORKING ORDER. AN ANNUAL CLEANING AND INVENTORY OF ALL EQUIPMENT, WATER COOLERS WILL BE PREFORMED BY VENDOR EACH AUGUST. ALL REPAIRS AND REPLACEMENT OF ANY DEFECTIVE EQUIPMENT ARE TO BE COMPLETED WITHIN ONE BUSINESS DAY. FULL MAINTENANCE OF ALL EQUIPMENT IS TO BE INCLUDED IN THE MONTHLY RENTAL FEE. ALL REPAIRS AND UPGRADES TO EQUIPMENT SHALL BE AT THE COST OF THE VENDOR. A LIST OF EQUIPMENT LOCATIONS AND SERIAL NUMBERS SHALL BE SUBMITTED TO EACH BUSINESS OFFICE WITHIN 3 DAYS AFTER EQUIPMENT IS INSTALLED.

INVENTORY: THE INVENTORY OF WATER ON SITE IS TO BE MAINTAINED AT A LEVEL SUFFICIENT TO SUPPLY LOCATION FOR TWO WEEKS. THIS LEVEL WILL BE DETERMINED AND MAY BE MODIFIED BY THE DEPARTMENT/DIVISION SUPERVISOR.

NEW ACCOUNT: VENDOR HAS 3 WORKING DAYS TO SET UP A NEW ACCOUNT.

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DISCONTINUED ACCOUNT: LOCATION NEEDS TO CONTACT VENDOR TO STOP DELIVERY ON AN ACCOUNT AND THE VENDOR WILL BE RESPONSIBLE FOR PICKING UP THE EQUIPMENT AND UNUSED WATER.

POLITICAL SUBDIVISIONS AND INDEPENDENT COLLEGES OF THE STATE MAY PARTICIPATE IN THIS CONTRACT AT THE SAME PRICES, TERMS AND CONDITIONS. ITEMS FURNISHED TO POLITICAL SUBDIVISIONS AND INDEPENDENT COLLEGES WILL BE BILLED DIRECTLY TO AND PAID FOR BY THE POLITICAL SUBDIVISIONS OR INDEPENDENT COLLEGES AND NEITHER THE STATE NOR ITS COMMISSIONER OF BUILDINGS & GENERAL SERVICES PERSONALLY OR OFFICIALLY ASSUMES ANY RESPONSIBILITY.

THIS CONTRACT IS ALSO ISSUED ON BEHALF OF THE VERMONT STATE COLLEGES INC., A SEPARATE CORPORATION, HAVING UNDER ITS JURISDICTION CASTLETON STATE COLLEGE, JOHNSON STATE COLLEGE, LYNDON STATE COLLEGE, COMMUNITY COLLEGE OF VT AND THE VERMONT TECHNICAL COLLEGE. THIS ALSO APPLIES TO THE UNIVERSITY OF VERMONT.

WE THE UNDERSIGNED PARTIES AGREE TO BE BOUND BY THIS CONTRACT

By the STATE of VERMONT

By the CONTRACTOR

Date: _____

Date: _____

Signature: _____

Signature: _____

Name: _____

Name: _____

Title: _____

Title: _____

Email: _____

Email: _____